

**SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017**

**SURRY COUNTY BOARD OF HEALTH
MEETING NOTES, REGULAR**

DATE: JANUARY 14, 2019
TIME: 6:00PM
LOCATION: SCH&NC CLASSROOM

MEETING OBJECTIVES

- Approval of Minutes
- Program Highlights
- 2018 Orientation/Annual Training Signatures
- 2019 Strategic Planning
- 2019 BOH Goals
- Fee Schedule, Debt Set-Off, & Debt Write-Off
- Health Director Reports
- Public Comment

BOH MEMBERS PRESENT

Ms. Debbie Cave, Chair	Ms. Barbara Long
Dr. Michael Gentry	Dr. Drew Nowlin
Dr. Mark Hauser	Ms. Emma Jean Tucker
Mr. Larry Johnson, Commissioner	Mr. J. Wade White, Jr.
Mr. Eddie Jordan, Vice-Chair	

SURRY COUNTY HEALTH & NUTRITION CENTER PRESENT

Ms. Samantha Ange, Health Director	Ms. Alex Pruitt, Assistant Nursing Director
Ms. Yvonne Lambert, Admin Assistant I	Ms. Maggie Simmons, Assistant Health Director

WELCOME AND CALL TO MEETING— MS. DEBBIE CAVE, CHAIR

Ms. Debbie Cave, BOH Chair, welcomed everyone with call to order at 6:03pm and introduction of Ms. Alex Pruitt, Assistant Nursing Director.

PROGRAM HIGHLIGHT – MS. ALEX PRUITT, ASSISTANT NURSING DIRECTOR

- Communicable Disease and Clinical Services Presentation
 - Programs covered in presentation were Communicable Disease and Immunizations
 - See attached PowerPoint

Discussion regarding Hep C & A, jail health, program budgets, school nursing/School Nurse Funding Initiative (SNIFI), and immunization's vaccine/ancillary costs.

MEMBER TRANSITIONS – MS. DEBBIE CAVE

- Dental and Optometrist Open Positions
 - Dr. Drew Nowlin suggests Dr. M. Sumner for the dental position and offered to make contact.
 - No prospects for the optometry position suggested. Recruitment letters will have to be mailed.

**SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017**

OLD BUSINESS – MS. DEBBIE CAVE

- October 08, 2018 Minutes

Minutes reviewed by members with no changes noted. Motion made by Mr. Wade White, Jr. to approve minutes as written. Motion seconded by Ms. Emma Jean Tucker. Motion approved.

- 2018 Orientation/Annual Training
 - Members annotated completion of their 2018 Annual/Orientation Training with signatures.

NEW BUSINESS – MS. SAMANTHA B. ANGE, HEALTH DIRECTOR

- 2019 Board of Health Goals and Health Center Strategic Planning—Ms. Samantha B. Ange passed around the updated 2018 SCHNC Strategic Plan and reviewed with member for determination that 2018 goals were met. She then passed around and reviewed the 2019 Strategic Plan inclusive of the agency goals for the year.
 - See attached Health & Nutrition Center Strategic Plan.

Board discussion of staff numbers, strategic planning procedures, goals, patient/client building areas, WIFI for BOH and public, program location restructuring, and budget planning. Follow-up discussion of supporting and maintaining Health Department goals as the main Board of Health goals for 2019. Motion made by Ms. Barbara Long to approve the goals for the Health & Nutrition Center as laid out in the 2019 Strategic Plan and adopt those same goals, as presented, for this Board of Health. Motion seconded by Mr. Wade White, Jr. Motion approved.

- Finance
 - Fee Schedules:
 - Medicaid and Medicare update fee schedules per calendar year and fees are effective January 1.
 - Vaccine companies update per calendar year with some being effective January and others February.
 - 340B Drugs for FP and STD clinics are updated quarterly and must be billed to Medicaid at cost to avoid penalties.
 - LabCorp updates per fiscal year with fees effective July 1.
 - Meds that are ordered for Pediatrics and Primary Care clinics (not 340B), ordered through Cardinal, also change quarterly.
 - As noted above, fees are in constant flux from factors outside of the control of our Health & Nutrition Center but will update the Board of changes, as needed.
 - NC Debt Set-Off Collection for 2018 - \$13,550.84
 - SCHNC Bad Debt Write-Off for 2018:
 - Medical - \$3,415.73
 - Dental - \$9,810.56

Discussion of what is Debt Set-Off/Debt Write-Off, how to collection works, claim denials, past collection efforts, and how these figures compare to last fiscal year. Motion made by Dr. Mark Hauser to approve Health & Nutrition Center Fee Schedules with understanding that Health Director can approve minor changes throughout the year. NC Debt Set-Off, and Health & Nutrition Center Bad Debt Write-Off. Motion seconded by Dr. Drew Nowlin. Motion passed.

HEALTH DIRECTOR REPORTS – MS. MAGGIE SIMMONS

- Current Health & Nutrition Center Budget FY 2018-2019
 - The total spending amount year to date was projected for 42.0% with the Center showing under budget at 37.8%.

**SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017**

Board discussion on budgeted bioterrorism program, its purpose, training, and news of a suspect package delivery to a local agency which was treated as a possible anthrax threat. Board voiced pride regarding Health & Nutrition Center's diligence in staying within and below projected budget each month.

- The new 2019 BOH meeting schedule was attached to meeting reminder email.
- The Board of Health Member Listing was passed around for corrections and updates.
- Health Director Update
 - Preping with Leadership Team for FY 2019-2020 Budgets, 2019 Accreditation, Opioid Trainings.
 - Ms. Samantha Ange is appointed:
 - to the NC Community Care Network Board
 - as Chair for the NWPPH Region 3 Health Director Meetings
 - North Carolina is considering budgeting monies to Health Department (HD) Regions instead of to individual HDs.
 - HDs are considering how that might work and possible outcomes.

Discussion regarding how different agencies have different regions/districts, concern that larger counties might have a negative impact on smaller county budgets, and how would monies be distributed within the region.

- Audits/Surveys
 - Audits/Surveys were passed around for review without member comment.
 - New Audit for Environmental Health due to removal of a question.
 - Surveys show satisfaction with clinic days/hours of operation.
- Media Distribution
 - Received as sent.

PUBLIC COMMENT

- No public comment at this meeting.

ADJOURNMENT – MS. DEBBIE CAVE

Motion to adjourn by Mr. Wade White, Jr. Motion seconded by Ms. Emma Jean Tucker. Motion passed.

RESPECTFULLY SUBMITTED BY MS. SAMANTHA ANGE

NEXT MEETING DATE

Program Highlights will be SOTCH, Community Health Assessment, Child Health Report, and Child Fatality Prevention Report.

Date: March 11, 2019

Time: 6:00 PM

Location: Surry County Health & Nutrition Center Classroom, Dobson

**SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017**

**SURRY COUNTY BOARD OF HEALTH
MEETING MINUTES, REGULAR**

DATE: MARCH 11, 2019
TIME: 6:00PM
LOCATION: SCH&NC CLASSROOM

MEETING OBJECTIVES

- Approval of Minutes
- Member Transitions
- Program Highlights
- Budget Approval FY 2019-2020
- Health Foundation Directors
- Health Director Reports
- Public Comment

BOARD OF HEALTH MEMBERS PRESENT

Ms. Debbie Cave, Chair	Ms. Barbara Long
Dr. Michael Gentry	Dr. Drew Nowlin
Dr. Mark Hauser	Ms. Emma Jean Tucker
Mr. Larry Johnson, Commissioner	Mr. J. Wade White, Jr.
Mr. Eddie Jordan, Vice-Chair	

SURRY COUNTY HEALTH & NUTRITION CENTER PRESENT

Ms. Samantha Ange, Health Director	Ms. Allison Pratt, Personnel Officer
Ms. Yvonne Lambert, Admin Assistant I	Ms. Maggie Simmons, Assistant Health Director

WELCOME AND CALL TO MEETING— Ms. DEBBIE CAVE, CHAIR

Ms. Debbie Cave, BOH Chair, welcomed everyone with call to order at 6:00pm.

PROGRAM HIGHLIGHT – Ms. MAGGIE SIMMONS, ASSISTANT HEALTH DIRECTOR

- State of the County Health Report (SOTCH)
- Community Health Assessment (CHA)
 - Ms. Simmons distributed copies of the SOTCH and CHA. The purpose the SOTCH and CHA documents were reviewed drawing attention to the recently released data in the reports.

Board discussion of the 2018 CHA regarding community determination of priority areas to be Substance Abuse, Obesity, and Mental Health.

- County Health Rankings (CHR)
 - Ms. Simmons directed the group to the County Health Rankings as created and distributed by the Robert Wood Johnson Foundation. These rankings compare each county to the other counties in the state on various health and well-being statistics. Surry County was rated:
 - 55th of 100 in Health Outcomes, which determine how healthy our county's residents are.

**SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017**

- 47th of 100 in Health Factors which determines what influences the health of our county's residents.
- Child Fatality Prevention Team (CFPT)
 - The Child Fatality Team is an interdisciplinary group that meets quarterly to review all deaths of persons under the age of 18 who reside in Surry County. In 2018, the breakdown of fatalities included:
 - Influenza with other respiratory manifestations, virus not identified.
 - Metabolic disorder, other respiratory disorders present.
 - Intentional self-harm by hanging, strangulation, and suffocation.
 - Neonatal cardiac dysrhythmia, Respiratory Distress Syndrome of a Newborn, and Neonatal Hemorrhage.
 - Unspecified/ill-defined causes.
 - Car occupant injured in non-collision transport accident.
 - Assault by other and unspecified firearm discharge.
- Annual Report 2018
 - Ms. Simmons distributed copies of the 2018 Annual Report that was submitted to the County Manager's Office at the end of January. The report reviews numerical data for the agency and discusses goals and objectives, as well as our purpose and challenges.

Member discussion regarding the prominence of lung cancer, causes, free SCHNC radon kits to citizens, and past cancer rate experiences with the CDC. Further discussion of air pollution, with Commissioner Johnson reporting that Wayne Farms Chicken Processing Plant is undergoing plans to contain the smell and should be completed by the end of the year. He also reported on County opioid abuse reduction efforts in collaboration with Mr. Mark Willis, Opioid Director. Dr. Gentry reported on a study showing 1/3 of SIDS cases are tobacco related and that the NC Quitline offers free resources to help those trying to quit tobacco use. Commissioner Johnson reported on the Surry County Housing Consortium, an income-based program designed to help with housing related expenses. More discussion, about how to get the word out about this great program with suggestions offered of posting information in a news article and through NC Works. Dr. Hauser inquired about the demographics in the survey, stating that a majority are women in the 25-34-years age range. Ms. Simmons noted the surveys are self-reported and reported on how the surveys were implemented. Commissioner Johnson requested copies of all documents discussed in today's meeting be sent to BOCC members. Ms. Ange reported that Ms. Simmons would make same presentation to the BOCC.

- See attached Reports

MEMBER TRANSITIONS – MS. DEBBIE CAVE

- Dental and Optometrist Open Positions
 - No prospects for the optometry position suggested. There are currently 9 members, and we need 11. Ms. Ange stated that a temporary public member may be appointed until we can secure an optometrist. Email recommendations to Ms. Ange.
 - Recommendation if public member is need: Mr. Ron Snow- Surry County Schools

OLD BUSINESS – MS. DEBBIE CAVE

- January 14, 2019 Minutes

Minutes reviewed by members with one amendment- "Commissioner Johnson suggests Dr. M. Sumner for the dental position and offered to make contact." Motion made by Dr. Hauser to approve minutes as written, in addition to the amendment. Motion seconded by Ms. Tucker. Motion approved.

**SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017**

NEW BUSINESS – Ms. SAMANTHA B. ANGE, HEALTH DIRECTOR

- Budget Approval FY 2019-2020
 - Ms. Ange distributed and reviewed the proposed FY 19-20 budget.

Details of changes in County allocation and budget totals were discussed. Ms. Ange noted personnel is approximately 80% of budget.

- Ms. Ange distributed and reviewed the 2018-2019 YTD Expenditure amounts based on Equivalencies. She noted Environmental Health has purchased 2 trucks that are more practical when transporting their equipment.
- Ms. Ange added that Health and Nutrition Center has added contracted janitorial services into the new budget which will soon have contract janitorial services. Contracted janitorial services should save us around \$10,000 per year. This was put into the new budget.
- See attached Health and Nutrition Center FY19-20 Proposed Budget.

Motion made by Ms. Long to approve the FY 2019-2020 budget for the Surry County Health & Nutrition Center. Motion seconded by Mr. Eddie Jordan. Motion approved.

- Health Foundation Director Nominees:
 - Mr. Strohl is retired and currently works with Northern Wellness Pickleball.
 - Ms. Kobe is a Mount Airy native who recently returned. She graduated for UNC Chapel Hill and has experience with 501(3)c boards. She has been searching for an opportunity to volunteer.
 - The Health Foundation may have up to 18 members, with 9 current members.

Motion made by Commissioner Johnson to approve both nominees as Directors to the Surry County Health Foundation. Motion seconded by Dr. Gentry. Motion approved.

HEALTH DIRECTOR REPORTS – Ms. SAMANTHA ANGE

- Current Health & Nutrition Center Budget FY 2018-2019
 - The total spending amount year to date was projected for 58%, and SCHNC is currently under budget at 51%.
- Health Director Update
 - Medicaid Transformation- Upcoming. Ms. Ange stated that Surry is one of the first counties in the State to roll out and will affect our clinic/billing processes greatly. Ms. Ange discussed plans and strategies of implementing the new procedures into our everyday functions as smoothly as possible. One of the strategies is by contracting with Emtiro Consulting Group to assist with assessment and implementation of new practices .
- Audits/Surveys
 - Ms. Ange reviewed the following audits:
 - Immunes Clerical Project, DM-MNT, STD, Environmental Health- Wells, Approvals, Permits, MAP, Hand Hygiene, Immunes, CC4C, Pediatrics, and Behavioral Health.
 - Ms. Ange reported results of the following surveys:
 - STD, 2018 Outreach Survey, FP, Behavioral Health, BCCCP, Pediatrics, Dental, WIC, Environmental Health, Communicable Disease, MAP, PCC.

**SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017**

- Ms. Ange noted Community Outreach Survey participants were pleased with our hours of operation and are interested to learn more about Adult Health, Senior Services, Immunizations, and our Diabetic Programs. She voiced that SCHNC has extraordinary clinic staff and programs, and patients choose to come here because of that fact.
 - Ms. Ange stated most SCH&NC website views are for restaurant inspections.
- Media Distribution
 - Various articles presented to the Board by e-mail when applicable.

PUBLIC COMMENT

- No public comment at this meeting.

ADJOURNMENT – Ms. DEBBIE CAVE

Ms. Tucker noted there will be an over the counter (OTC) medication giveaway on May 17th, from 9:00am – 2:00pm, at the YVEDDI Jones Family Resource Center, 215 Jones School Road, Mount Airy. Individuals will be allowed 8 different types of OTC medications along with a first aide kit.

Motion to adjourn by Dr. Hauser. Motion seconded by Ms. Long. Motion passed.

RESPECTFULLY SUBMITTED BY Ms. SAMANTHA ANGE

NEXT MEETING DATE

Program Highlights will be Environmental Health Topic and Board of Health Rules.

Date: May 13, 2019

Time: 6:00 PM

Location: Surry County Health & Nutrition Center Classroom, Dobson

**SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017**

**SURRY COUNTY BOARD OF HEALTH
MEETING MINUTES, REGULAR**

DATE: SEPTEMBER 09, 2019

TIME: 6:00PM

LOCATION: SURRY COUNTY HEALTH & NUTRITION CENTER CLASSROOM

MEETING OBJECTIVES

- Member Transition
- Approval of Minutes
- Health Director Review
- Health Foundation Directors
- Health Director Reports
- Public Comment

BOARD OF HEALTH MEMBERS PRESENT

Ms. Debbie Cave, Chair

Dr. Michael Gentry

Dr. Mark Hauser

~~Mr. Larry Johnson, Commissioner~~

Mr. Eddie Jordan, Vice-Chair

Ms. Barbara Long

Dr. Brooke Lowry

Dr. Drew Nowlin

Mr. Jerry Sawyers

Ms. Emma Jean Tucker

~~Mr. J. Wade White, Jr.~~

SURRY COUNTY HEALTH & NUTRITION CENTER PRESENT

Ms. Samantha Ange, Health Director

Ms. Tiffany Bullins, Care Coordination Director

Lt. Abraham Doby, Patrol, Sherriff Department

Ms. Yvonne Lambert, Admin Assistant I

Ms. Maggie Simmons, Assistant Health Director

WELCOME AND CALL TO MEETING— MR. DEBBIE CAVE, CHAIR

Ms. Cave welcomed everyone with call to order at 6:01pm.

PUBLIC COMMENT – LT. ABRAHAM DOBY, PATROL, SHERRIFF’S DEPARTMENT

Lt. Doby presented on Animal Control and the current Animal Control Ordinance. He reported on dog/cat intake numbers, citizen complaints, spay/neuter requirements for shelter animals, owner compliance, and costs associated. Lt. Doby sought Board opinions and comments regarding the ordinance, shade, licensure, enforcement, fees, and shelter no-kill status.

Much Board discussion regarding to who and where dogs are adopted/shipped, costs of sheltering, ordinance enforcement, animal welfare organizations, and should shade requirements be added to the ordinance. Comments related to difficulty of generalizing dog needs when each animal is different, and hard to regulate common sense. Overall consensus was not in favor of any changes to the Animal Control Ordinance. Further thoughts/comments are to be forwarded to Ms. Ange for follow-up with Lt. Doby.

**SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017**

MEMBER TRANSITIONS – Ms. DEBBIE CAVE

- Swearing-In
 - Dental – Dr. Brooke Lowry
 - Optometry – Mr. Jerry Sawyers (Public Membership)

Introductions made and congratulations to our new Board of Health members.

PROGRAM HIGHLIGHT – Ms. TIFFANY BULLINS, CARE MANAGEMENT DIRECTOR

Ms. Bullins presented and reviewed with Board, Surry County Case Management (CAP-DA), Family Care Coordination (CC4C), and Senior Services Programs that comprise the Care Management Unit. She also covered the impending NC Medicaid Reform regarding Care Management. The State rollout for reform has been postponed from November 2019 to February 2020. Ms. Bullins reports that Care Management is not new to Surry County and as an agency, will be working to be certified as a Tier 3 Advanced Medical Home. She advised of having excellent staff of Nurses and Social Workers who exceed state averages for program standards. Ms. Bullins reports that difficulty is increasing in making face-to-face patient follow-up due to increased patient substance abuse and fear of retribution. Her staff member, Ms. Jenkins developed a grant funded partnering pilot program (Hospital/Rehab to Home Intervention) to reduce hospital readmissions of seniors. Please see attached PowerPoint.

Board discussion and questions with Ms. Bullins regarding the good merits of the pilot program and possibility of seeking other grant funding from private organizations such as the Rotary Club. Ms. Ange reported that Surry County will be one of just a few Health Departments seeking the Advance Medical Home Tier III and will have two years to see if it is sustainable.

OLD BUSINESS – Ms. DEBBIE CAVE

- July 08, 2019 Approval of Minutes

Minutes reviewed by members. Correction noted by Dr. Hauser to change “Ms. Brooke Lowry, DDS” to Dr. Brooke Lowry, DDS. Ms. Tucker motioned to accept minutes with correction. Ms. Long seconded the motion. Motion approved.

NEW BUSINESS – Ms. SAMANTHA B. ANGE, HEALTH DIRECTOR

- Health Director Review
 - Please refer review/comments of Health Director’s Job Description and Performance to Ms. Cave via email for the annual evaluation.
- Health Foundation appointee nomination of Ms. Audra Cox
 - Ms. Audra Cox is a citizen of Surry County. She is willing and able to serve with the Surry County Health Foundation.

Board discussion with comments of that Ms. Cox was personally known and would make a valued addition to the Health Foundation. Dr. Nowlin motioned to appoint Ms. Audra Cox to the Surry County Health Foundation. Mr. Jordan seconded the motion. Motion passed.

HEALTH DIRECTOR REPORTS – Ms. SAMANTHA ANGE

- Current Budget FY 2018-2019
 - Expenditures
 - The total expenditures year to date was projected for 8.0 % with the Health and Nutrition Center coming under budget at 7.1 %.

SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017

- Ms. Ange reviewed the current budget as having 21 programs with their own budgets and varying funding streams.
- Ms. Ange reported since new leadership in our Finance Department, several percentage “tweaks” were noted to better meet current budget goals and will go before the Board of County Commissioners for approval.

- Health & Nutrition Center Agency Partnerships

Ms. Ange reviewed with Board current Agency partnerships and the advantages of working with other agencies for the betterment of our communities.

- North West Partnership for Public Health (NWPPH)
- Surry County Opioid Response Team
- School Superintendents
- Healthy Surry
- Child Fatality Prevention Team (CFPT)
- Juvenile Crime Prevention Council (JCPC)
- Local Emergency Planning Committee (LEPC)
- Partners Behavioral Health
- Program Specific Partnerships
- Surry County Health Foundation

Ms. Long motioned to approve and continue with service on these Boards. Dr. Hauser seconded the motion. Motion passed.

- Document Destruction Report

Ms. Ange expounded on Document Retention and Destruction for Health Departments. She explained the Destruction Report and circulated it to members for review.

Ms. Tucker motioned to accept the Document Destruction Report as presented. Ms. Long seconded the motion. Motion passed.

- Health Director Update

- Medicaid Transformation
 - The Medicaid Transformation roll-out date has been pushed back to February 2020 instead of November 2019 and so we will continue to receive Cost-Settlement until then.
- Renovations
 - Nutrition received the Women, Infants, & Children (WIC) program funding opportunity of \$246,842.23. Work will begin soon with the remodeling of the WIC program area, structurally, into the planned patient-centered concept to better facilitate patient care flow.
 - The WIC Renovation Plan was presented at the Board of County Commissioner meeting.
- Re-accreditation 2019
 - The accreditation site-visit team arrives this week on Wednesday. Ms. Ange reports the Health & Nutrition Center is looking forward to demonstrating our readiness to meet the challenge of Reaccreditation for 2019-2023.
 - Ms. Cave and Mr. Jordan will represent the Board of Health with Site-Visitor interviews.
 - Lt. Abraham Doby and Mr. Mark Willis will represent community members with Site Visitor interviews.

Board expressed positive words of support for Agency Re-accreditation readiness.

SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017

- Audits/Surveys
 - Ms. Ange circulated and reviewed the following audits:
 - Medication Assistance Program (MAP), Sexually Transmitted Disease (STD) Clinic, and Women’s Infant and Children (WIC) Program.
 - ❖ Ms. Ange noted only minor findings in the audits with corrective action plans put in place.
 - Ms. Ange circulated and reviewed results of the following surveys:
 - Family Planning (FP) Clinic, Medication Assistance Program (MAP), Sexually Transmitted Disease (STD) Clinic, and Women’s Infant and Children (WIC) Program.
 - ❖ Ms. Ange noted all the surveys had positive comments, but the MAP survey was outstanding!

Audits and Surveys were passed to the Board for review and returned without comment.

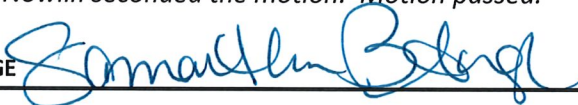
- Items Distributed to Board
 - June and August 2019 Board of Health Newsletter.
 - September 2019 Board of Health Member Listing.
- Media Distribution
 - Various articles presented to the Board by e-mail when applicable.

ADJOURNMENT – Ms. DEBBIE CAVE

- Ms. Cave advised of the next Board of Health Meeting.
 - Date – October 14, 2019
 - Time - 6:00 PM
 - Location - Surry County Health & Nutrition Center Classroom, Dobson
 - Program Highlight – Annual Training

Dr. Gentry motioned to adjourn at 7:23pm. Dr. Nowlin seconded the motion. Motion passed.

RESPECTFULLY SUBMITTED BY Ms. SAMANTHA ANGE



**SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017**

**SURRY COUNTY BOARD OF HEALTH
MEETING MINUTES, REGULAR**

DATE: MAY 13, 2019
TIME: 6:00PM
LOCATION: SCH&NC CLASSROOM

MEETING OBJECTIVES

- Member Transition
- Approval of Minutes
- Retention/Disposition Schedule
- Health Foundation Directors
- Health Director Reports

BOARD OF HEALTH MEMBERS PRESENT

Ms. Debbie Cave, Chair	Ms. Barbara Long
Dr. Michael Gentry	Dr. Drew Nowlin
Dr. Mark Hauser	Ms. Emma Jean Tucker
Mr. Larry Johnson, Commissioner	Mr. J. Wade White, Jr.
Mr. Eddie Jordan, Vice-Chair	

SURRY COUNTY HEALTH & NUTRITION CENTER PRESENT

Ms. Samantha Ange, Health Director	Mr. Steve Simandle, Environmental Health Director
Ms. Yvonne Lambert, Admin Assistant I	Ms. Maggie Simmons, Assistant Health Director

WELCOME AND CALL TO MEETING— MR. EDDIE JORDAN, VICE-CHAIR

Mr. Eddie Jordan welcomed everyone with call to order at 6:04pm.

MEMBER TRANSITIONS – MR. EDDIE JORDAN

- Open Positions
 - Dentist
 - Dr. M. Sumner declined open position as reported by Dr. Hauser
 - Optometrist
 - Dr. Sid Spencer declined offer of Board consideration.
 - No other prospects for the optometry position suggested.

Board discussion regarding open positions. Ms. Samantha Ange reports there are currently 9 members, and 11 are stated in the General Statute. Ms. Ange stated that a temporary public member may be appointed until we can secure an optometrist. Commissioner Larry Johnson reports he will seek out a public member candidate for a public member. Mr. Wade White reports contacting a dentist who is an able and willing candidate to serve on the Board of Health. Mr. White advised he will forward candidate's contact information. Discussion regarding status of Health & Nutrition guest WIFI with Ms. Ange reporting the details are at the County level.

SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017

PROGRAM HIGHLIGHT – DR. STEVE SIMANDLE, ENVIRONMENTAL HEALTH (EH) DIRECTOR

Dr. Steve Simandle presented and reviewed with Board State personnel changes and proposed State legislation. Legislation topics covered were Onsite Rules, Raw Milk, School Drinking Water, and Body Art/Piercings guidelines, pros/cons, and the impact for Surry County. See attached EH Power Point.

Board discussion with Dr. Simandle regarding agricultural well permitting, on-site rules and evaluator, raw-milk health concerns, and about Surry having 13 body-art artists in eight shops with seven shops conducting piercings. Commissioner Larry Johnson inquired on water issues within the County and legalities.

OLD BUSINESS – MR. EDDIE JORDAN

- March 11, 2019 Minutes

Minutes reviewed by members. Dr. Mark Hauser motioned to accept minutes as written. Ms. Emma Jean Tucker seconded the motion. Motion approved.

NEW BUSINESS – MS. SAMANTHA B. ANGE, HEALTH DIRECTOR

- NC Division of Archives and Records, Government Records Section, Local Health Departments Records Retention and Disposition Schedule.
 - Ms. Samantha Ange reported on the new Records Retention and Disposition Schedule for Local Health Departments dated March 1, 2019.
 - This new schedule is to be used in concert with current Local Government Agencies General Records Retention and Disposition Schedule, which is also dated March 1, 2019, to provide full records management guidance for our Health and Nutrition Center in accordance with NC General Statutes provisions in Chapters 121 and 132.

Motion to acknowledge receipt of the Records Retention and Disposition Schedule for Local Health Departments dated March 1, 2019 and agreement to comply with its guidance made by Mr. Wade White, Jr. Motion seconded by Commissioner Larry Jordan. Motion passed

- Surry County Health Foundation
 - Director Transitions.
 - Ms. Barbara Anderson – Retires June 2019
 - Ms. Carmen Long – Retires June 2019
 - Ms. Jane Lewis – Is willing and able for reappointment.
 - Mini-Grants FY 2019-2020
 - Diabetes Self-Mgt Education Program was approved for \$1,650.00 funding in support of five activities for the Surry's Sweetest Type 1 Juvenile Diabetes Support Group
 - Immunizations was approved for up to 225 influenza vaccine doses for uninsured adults on a as needed basis.
 - Dental was approved for \$3,992.00 to purchase one Cavitron Ultrasonic Scaler, eight tips, and one air polisher tip.
 - Family Planning was approved for \$2,044.10 of requested \$4,088.20 for purchase of Long Acting Reversible Birth Control (LARCs) for ten patients with remaining granted in six months, if there is a waiting list or need.
 - Health Education was approved for \$2,215.00 to purchase one 4-Pack Prestan Adult Manikin with CPR monitor, one 4-pack Prestan Infant Manikin with CPR monitor,

SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017

two 4-pack Prestan AED Ultra Trainer kits, and one Anatomy of An Opioid Abuser 3-D display.

Discussion and thankfulness to the Surry County Health Foundation for their hard work in supporting the mission and goals of our Health and Nutrition Center. More discussion and thankfulness expressed by Ms. Samantha Ange to the Board of Health for their continued support of the Health Foundation goals. Motion to reappoint Ms. Jane Lewis as a Surry County Health Foundation Director for a third term made by Mr. Eddie Jordan. Motion seconded by Commissioner Larry Johnson. Motion approved.

HEALTH DIRECTOR REPORTS – MS. SAMANTHA ANGE

- Current Budget FY 2018-2019
 - Expenditures
 - The total expenditures year to date was projected for 75% with the Health and Nutrition Center coming under budget at 69.3%.
 - Staff Training
 - Ms. Samantha Ange reports budgeted allotments is important for staff training and she is proud of how her staff continues to stay current in their fields.

Board discussion of pleasure with the Health and Nutrition Center meeting and exceeding current budget goals. More discussion regarding Health and Nutrition Center government vehicles, leasing vehicles versus purchasing, Medicaid transformation status, and Emtiro and the use of Smith Anderson for Medicaid transformation contracts.

- Annual NC Health Director Legal Conference 2019
 - Ms. Samantha Ange briefed Board on the Legal Conference covers best practices regarding issues currently facing public health in North Carolina and is provides good housekeeping for health departments. Topics covered were Environmental Health (EH) such as legislative/regulatory updates, big event preparedness, and hurricane/other disaster legal issues; immunizations and quarantine laws with case-study of Varicella in Buncombe County; foodborne outbreaks associated with produce; HIPAA's problem with small numbers; local health department services/staffing requirements; NC Health Information Exchange; and syringe exchange program zoning laws.

Member discussion regarding upcoming Functional Exercise on May 14, 2019 and Full-Scale Exercise on June 12, 2019. More discussion regarding religious immunization declinations, Buncombe's, immunizations rates, and Surry's immunizations rate as well as neighboring counties' rates. Discussion also about North Carolina's new updated health information exchange, NC Healthconnex which improves communication between providers to achieve greater patient outcomes and creates efficiencies state-funded programs like Medicaid.

- Health Director Update
 - Medicaid Transformation- Upcoming. Ms. Ange reports continued work with Emtiro Consulting towards a grade-three rating from the State which will translate to more monies and services for Surry. Five to seven other counties are working towards the same.
- Audits/Surveys
 - Ms. Ange circulated and reviewed the following audits:
 - Immunization Clerical Record, Behavioral Health (BH) Clinical/Record, Breast/Cervical Cancer Control Program (BCCCP)/WISEWOMAN Clinical/Record, Food and Lodging Record, Orthopedic Clinical/Record, Tuberculosis (TB) Clinical/Record, Dental Clinical/Record, Family Planning (FP) Clinical/Record, Primary Care Clinic (PCC), and WIC Clinical.

**SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017**

- Ms. Ange noted Dental annotations have been reviewed and resulted in positive outcomes. She reports being very proud of staff and the work that they do.
- Ms. Ange circulated and reviewed results of the following surveys:
 - Diabetes Medical Nutrition Therapies (DM-MNT) with 26 surveys (13 Spanish and 13 English.)
 - ❖ Ms. Ange noted DM-MNT Survey participants were pleased with our staff, length of time spent for appointments, and are interested to learn more about planning and program classes.
 - Health & Nutrition Center Agency with 119 surveys (93 English and 26 Spanish.)
 - ❖ Ms. Ange noted patient's satisfaction and willingness to recommend our services to others.

Discussion regarding County Opioid Response Department. Commissioner Johnson expressed pleasure with the Opioid Response Director and is looking forward to the Board of County Commissioners (BOCC) approval of some of his goals.

- Media Distribution
 - Various articles presented to the Board by e-mail when applicable.

PUBLIC COMMENT

- No public comment at this meeting.

ADJOURNMENT – MR. EDDIE JORDAN

- Mr. Eddie Jordan advised of the next Board of Health Meeting.
 - Date – July 08, 2019
 - Time - 6:00 PM
 - Location - Surry County Health & Nutrition Center Classroom, Dobson
 - Program Highlight - Health Education

Motion to adjourn made by Commissioner Larry Johnson. Motion seconded by Dr. Mark Hauser. Motion passed.

RESPECTFULLY SUBMITTED BY MS. SAMANTHA ANGE

**SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017**

**SURRY COUNTY BOARD OF HEALTH
MEETING MINUTES, REGULAR**

DATE: JULY 08, 2019

TIME: 6:00PM

LOCATION: SURRY COUNTY HEALTH & NUTRITION CENTER CLASSROOM

MEETING OBJECTIVES

- Member Transition
- Approval of Minutes
- Retention/Disposition Schedule
- Health Foundation Directors
- Health Director Reports

BOARD OF HEALTH MEMBERS PRESENT

Ms. Debbie Cave, Chair

~~Dr. Michael Gentry~~

~~Dr. Mark Hauser~~

Mr. Larry Johnson, Commissioner

~~Mr. Eddie Jordan, Vice Chair~~

Ms. Barbara Long

~~Dr. Drew Nowlin~~

Ms. Emma Jean Tucker

Mr. J. Wade White, Jr.

SURRY COUNTY HEALTH & NUTRITION CENTER PRESENT

Ms. Samantha Ange, Health Director

Ms. Yvonne Lambert, Admin Assistant I

Ms. Maggie Simmons, Assistant Health Director

Ms. Allie Willard, Health Education Coordinator

WELCOME AND CALL TO MEETING— MR. DEBBIE CAVE, CHAIR

Ms. Cave welcomed everyone with call to order at 6:07pm.

MEMBER TRANSITIONS – MS. DEBBIE CAVE

- Open Positions
 - Dentist
 - Mr. White, Jr. reports that Dr. Joseph Carpenter, DDS, withdrew interest in serving with the Board of Health.
 - Ms. Ange reports that Dr. Hauser referred a Ms. Brooke Lowry, DDS who voiced interest in serving with the Board.
 - Ms. Lambert instructed to contact Ms. Lowry, DDS regarding willingness to serve on BOH and if so, submit recommendation memo to Ms. Ange for Board of County Commissioners.
 - Optometrist
 - Ms. Ange reports that a new optometry list of Surry County providers has been made for future recruitment contact and reminded Board that a public member is an option until an optometrist is secured.
 - Commissioner Johnson reported knowledge of possible public member and will follow-up for interest in serving with the Board of Health.

Lengthy Board discussion regarding open positions.

SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017

PROGRAM HIGHLIGHT – Ms. ALLIE WILLARD, HEALTH EDUCATION COORDINATOR

Ms. Willard presented and reviewed with Board, Community Assessments and State Reports; Partnerships; Health Education; School Health Programs; Summer Camp Activities; Substance Abuse Prevention; Health and Wellness; CPR/First Aide through American Heart Association; Emergency Preparedness; and the Health & Nutrition Center Full-Scale Exercise – June 12, 2019. Please see attached Health Education PowerPoint.

- Ms. Ange reports seeing Health & Nutrition Center Health Education events shared on social media by schools and other community organizations. She also tells anecdotally of older children going home and sharing what they learned from these presentations with their young siblings as witnessed in her own family and stories from the community.
- Ms. Ange offered to follow-up with Mr. Willis, Opioid Response Director on availability to present at a future Board of Health meeting.

Board discussion and questions with Ms. Willard regarding campers, scouts, schools, seniors, community presentation subjects, group sizes, and class frequencies. Member suggestions regarding reaching out to preschools and daycares. Much discussion on opioid efforts within Health Education and County Opioid Response Team regarding grant opportunities, governmental and community collaboration, and reaching those who enter our county systems and on the fringes of society. Encouraging comments for Health Education staff members regarding outreach goals, positive attitudes, presentation subject matters, and quality of work.

OLD BUSINESS – Ms. DEBBIE CAVE

- May 13, 2019 Approval of Minutes

Minutes reviewed by members. Ms. Tucker motioned to accept minutes as written. Mr. White, Jr. seconded the motion. Motion approved.

- Health Foundation Reappointment of Mr. Jackie Lewis
 - It was noted that during the May 13, 2019 meeting, Mr. Lewis' wife Ms. Jane Lewis (also with the Health Foundation) was reappointed, in error, by motion instead of Mr. Jackie Lewis.

Commissioner Johnson motioned to revoke Ms. Jane Lewis' reappointment and correctly reappoint Mr. Jackie Lewis to a second term of three years with the Surry County Health Foundation. Mr. White, Jr. seconded the motion. Motion passed.

NEW BUSINESS – Ms. SAMANTHA B. ANGE, HEALTH DIRECTOR

- Budget Approval FY 2019-2020
 - The FY 19-20 budget was adopted by the Board of County Commissioners. The budget includes the leased vehicles and a 2% Cost of Living Allowance (COLA) for all employees on the grade/step classification plan, effective July 1st.
 - Ms. Ange expressed gratitude to the Board of County Commissioners for passage of the budget and COLA increase for employees.
- Board of Health Operations-Ms. Ange distributed, presented, and discussed with members the following:
 - Operating Procedures - Surry County Board of Health
 - Health & Nutrition Center Board of Health: Overall Operations Policy & Procedure
 - Health & Nutrition Center Conflict of Interest Policy & Procedure
 - Surry County Code of Ethics and Professional Conduct Acknowledgement

SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017

- No Requests for Adjudication Letter

Board reviewed all items presented (Operating Procedures, Policies and Procedures, Acknowledgement, and Letter) and made no mention of disagreement, correction, addition, or deletion. Mr. White, Jr. motioned to accept, comply with, and support as written the Surry County Board of Health Operating Procedures, Health & Nutrition Center Board of Health: Overall Operations Policy & Procedure, Health & Nutrition Conflict of Interest Policy & Procedure, Surry County Code of Ethics and Professional Conduct, and No Requests for Adjudication Letter. Ms. Tucker seconded the motion. Motion passed. Ms. Cave signed the Adjudication Letter and Board of Health Operating Procedures as Board of Health Chair. Ms. Ange also signed the Board of Health Operating Procedures as Board of Health Secretary. Ms. Caves and Ms. Ange initialed both the Board of Health Overall Operations and Conflict of Interest Policies & Procedures as Chair and Health Director. All Board Members present signed the Ethics and Conduct Acknowledgement.

HEALTH DIRECTOR REPORTS – Ms. SAMANTHA ANGE

- Current Budget FY 2018-2019
 - Expenditures
 - The total expenditures year to date was projected for 92% with the Health and Nutrition Center coming under budget at 82.6%.
 - Health Director Update
 - Personnel Changes
 - Mr. Ivan Pechtel, resigned as Finance Director. Ms. Ange has been working closely with County Finance in his absence. Ms. Laura Hodges has graciously agreed to leave her post as Administrative Director and take over as Finance Director. Her background in billing and collections, abilities, and experience, makes her a perfect fit for this new role.
 - Ms. Michelle Hunter has been Ms. Hodges long-standing second-in-command. She is extremely competent and knowledgeable with the duties of Administrative Director; making her the perfect replacement for the job.
- Ms. Ange expressed pleasure in filling these two leadership positions within- house, thus saving both time and funds. She reports these staff members are already doing a great job.
- Introduction of plans for Dr. David Majure's future transition, in preparation for Dr. Jason Stopyra's departure, as the Health & Nutrition Center's new Medical Director.

Board expressed interest in meeting Dr. Majure. Ms. Ange offered to follow-up with the doctor on his availability to attend a future Board of Health meeting.

- Office Moves and Renovations
 - County Administration has relocated to the Historic Courthouse.
 - Health Education and Care Management is in the process of moving to the third floor of the Government Center.
 - County Facilities Management is continuing work on HVAC and renovations.
 - Nutrition has applied for a Women, Infants, & Children (WIC) program funding opportunity of \$246,842.23. This special funding would enable remodeling of the WIC program area, structurally, into a patient-centered concept to better facilitate patient care flow.
- Medicaid Transformation
 - Medicaid Transformation is moving forward smoothly while working closely with County Attorney Mr. Ed Woltz and a private firm.
 - Health & Nutrition Center is still striving towards a Level-3 rating with no penalties received if the rating is not achieved.

SURRY COUNTY HEALTH AND NUTRITION CENTER
118 HAMBY STREET • DOBSON, NC 27017

- Over the next couple of years, the Health & Nutrition Center can expect adjustments in cost settlements and reimbursements as the transformation progresses.
- Health & Nutrition Center will be challenged by new populations (adults and children of five years and older,) pre-paid insurance plans, patient follow-up time requirements, and program restructuring.

Board discussion regarding Health & Nutrition Center's Yadkin County services impact on expected Medicaid changes and authority to adjust services as needed.

- Audits/Surveys
 - Ms. Ange circulated and reviewed the following audits:
 - Child Health Sick Visits; Child Health Well Visits; Diabetes/Medical Nutrition Therapy (DM/MNT); Hand Hygiene; Immunizations-Main; Immunizations -Pediatrics; Laboratory Test Tracking
 - Ms. Ange noted that corrections were made for any deficits identified and action plans were put in place.
 - Ms. Ange circulated and reviewed results of the following surveys:
 - Care Coordination for Children (CC4C) and Pregnancy Care Management (PCM)
 - ❖ Ms. Ange noted both surveys were rated as great with positive comments.
 - Primary Care Clinic with 29 surveys (14 English and 15 Spanish.)
 - ❖ Ms. Ange noted patient's satisfaction ranged from good to excellent and willingness to recommend our services to others.

Audits and Surveys were passed to the Board for review and returned without comment.

- Media Distribution
 - Various articles presented to the Board by e-mail when applicable.

PUBLIC COMMENT

- No public comment at this meeting.

ADJOURNMENT – Ms. DEBBIE CAVE

- Ms. Cave advised of the next Board of Health Meeting.
 - Date – September 09, 2019
 - Time - 6:00 PM
 - Location - Surry County Health & Nutrition Center Classroom, Dobson
 - Program Highlight – Care Management

Ms. Long motioned to adjourn. Commissioner Johnson seconded the motion. Motion passed.

RESPECTFULLY SUBMITTED BY Ms. SAMANTHA ANGE

